

DATE RECEIVED _____

**CITY OF TAYLOR
PARKS AND RECREATION**

**FACILITIES REQUEST FORM
TAYLOR REGIONAL PARK AND SPORTS COMPLEX**

GROUP REQUESTING FACILITY _____

EXPECTED ATTENDANCE _____ NUMBER OF TAYLOR RESIDENTS _____

WILL A GATE FEE BE CHARGED? YES NO

TYPE OF ACTIVITY: PRACTICE TOURNAMENT LEAGUE

AUTHORIZED GROUP REPRESENTATIVE (PLEASE PRINT): _____

CONTACT INFO: CELL: _____

EMAIL: _____

STREET ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

DATE(S) OF PROPOSED USE _____

(Attach additional sheets if needed)

TIME(S) _____

SOFTBALL _____ BASEBALL _____ SOCCER _____ FOOTBALL _____ BASKETBALL _____

CONCESSION STAND _____

PLEASE LIST SPECIAL CONSIDERATIONS AND/OR EQUIPMENT NEEDED _____

CAN YOU PROVIDE INSURANCE LISTING THE CITY OF TAYLOR AS ADDITIONAL INSURED FOR \$1,000,000 FOR THE DURATION OF YOUR EVENT?

YES NO

ALL RENTALS MUST SUBMIT A \$250 DEPOSIT FOR FIELD USE FOR TOURNAMENTS OR LEAGUES. AN ADDITIONAL \$250 DEPOSIT IS REQUIRED FOR CONCESSION RENTALS.

CONCESSION RENTAL REQUIRES AGREEMENT TO THE CITY OF TAYLOR BEVERAGE USAGE REQUIREMENTS OUTLINED IN THE FINAL CONCESSION CONTRACT. RENTERS MUST ALSO OBTAIN A PERMIT FROM THE WILLIAMSON COUNTY HEALTH DISTRICT.

PRACTICE RENTAL REQUESTS ARE SUBJECT TO A \$100 DEPOSIT.

APPLICANT'S SIGNATURE

DATE

APPROVED _____ DENIED _____ INSURANCE REQUIRED _____

RENTAL FEE \$ _____ DEPOSIT \$ _____

PARKS & RECREATION AUTHORIZED SIGNATURE

DATE

Taylor Regional Park Cancellation Policy

All rentals for either fields or concessions at the Taylor Regional Park require a 30 notice of cancellation in order to receive a refund on any deposits paid. Failure to notify the City of Taylor regarding a cancellation outside of 30 days from the rented dates will result in a forfeit of the deposit.

Any weather related cancellations made or agreed to by the city will not be subject to any deposit forfeit. Cancellations due to weather will result in full refunds of all sums paid, provided the cancellation occurs before the start of any games. Should games for that day have already begun; the Licensee will be subject to regular rental rates for that day.

If a Licensee wishes to cancel prior to the 30 days required the city, they must contact the City of Taylor Recreation Superintendent, of their intent to cancel, in writing, and a deposit will be refunded. Should a cancellation request be made after 30 days, a refund will not be offered to the Licensee.

By signing, the Licensee accepts and agrees to these terms as written.

Signature of Licensee

Date



Appendix "D" CITY OF TAYLOR Regional Park and Sports Complex Vendor Permit Application

For office use only:

Permit #: _____ **Date Approved:** _____

Approved By (Initial): _____